

S E C R E T

DDS&T-3309-82
22 July 1982

MEMORANDUM FOR: DDS&T Executive Officers

FROM: Training Officer, DDS&T

SUBJECT: Luncheon Briefings for the Brookings
Institution's Conference for Business
Executives on Federal Government, 1982/83

1. The Brookings Institution has extended an invitation for Agency participation in their Conference for Business Executives on Government Operations. It is requested that each office identify members of their staff who wish to participate as discussants in these briefings. Information needed on your nominees are names, titles, office mailing addresses and telephone extensions. In addition to this information, Office of Training needs to know the geographic areas of expertise of each nominee; for example, analysis in China Division, Chief of Missile Systems, Photo Interpreter, etc. Please forward your nominees to this office by COB 18 August 1982.

2. The dates for the 1982-83 luncheon briefings are as follows:

1 October 1982	25 March 1983
8 October 1982	8 April 1983
22 October 1982	29 April 1983
12 November 1982	13 May 1983
10 December 1982	27 May 1983
11 February 1983	10 June 1983
18 February 1983	24 June 1983
11 March 1983	15 July 1983

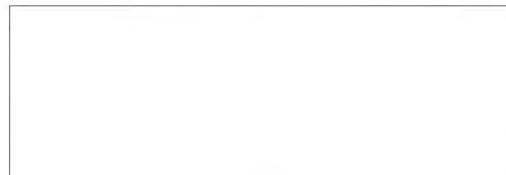
The format for the programs will continue as in the past; luncheon in the Executive Dining Room at 1200 hours, followed by a briefing in the DCI Conference Room at 1300 hours, concluding at 1400 hours. Your nominees, along with other middle to senior-level Agency officers, will be participating as luncheon table discussants during the briefings. There will be a 10 to 15 minute overview of the CIA and the Intelligence Community by the host, followed by a question and answer period in which the Agency discussants, selected for their geographic and functional expertise, will participate by answering questions from the Brookings Conference visitors. The cost of the luncheons are borne by the Brookings Institution.

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3. Attached, for your information, is a list of your
office's candidates who attended these briefings during the
1981-82 luncheons. Please add other names, as appropriate,
keeping in mind that nominees should be overt employees.



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Training Officer
DDS&T

Attachment:
As Stated